

COMPANY FORMATION - ACTIVITY AMENDMENT

In order to add, amend or remove a certain business activity in your company license, an activity amendment is required.



PROCESS



01 LOGIN INTO SHAMS PORTAL VIA:
[HTTP://PORTAL.SHAMS.AE/FRONTEND/LOGIN/CUSTOMER](http://portal.shams.ae/frontend/login/customer)



02 SELECT COMPANY MANAGEMENT



03 SELECT COMPANY FORMATION



04 SELECT AMENDMENT



05 CLICK ON START PROCESS



06 SELECT BUSINESS ACTIVITIES AS TYPE OF AMENDMENT



07 CHOOSE THE REQUIRED BUSINESS ACTIVITIES OR REMOVE THE EXISTING ONE



08 UPLOAD THE BOARD RESOLUTION



09 PROCEED WITH THE PAYMENT AND SUBMIT THE REQUEST



TIMELINE

- 1-2 business days



FEES

- The activity cost depends on the license package, kindly contact the Customer Happiness Team to get a detailed breakdown for the cost.



DOCUMENTS REQUIRED

- Board resolution ([click here](#))

Disclaimer

- Kindly check the additional note through this [link](#).